AELAS Assessment

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May 9, 2013

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AELAS Objective

"This system shall collect, compile, maintain, and report student level data for students attending public educational institutions that provide instruction to pupils in preschool programs, kindergarten programs, grades one (1) through twelve (12) and postsecondary educational programs in the state."

Contract Objectives

- **Evaluate/Assess the Extent to Which the AELAS is being Properly Executed in Accordance with A.R.S. 15-249**
  - Review, analyze, and make recommendations regarding all work conducted in support of the AELAS initiatives
  - Review, analyze, and make recommendations regarding the ADE Strategic Implementation Plan as it Relates to AELAS

Overview of the Project: The Tasks

1. The Kickoff Meeting (April 24)
2. Data Collection and Analyses
   1. Document Review
   2. Interviews with Key Stakeholders
3. Draft Report
4. Review of the Draft Report
5. Final Report

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Kickoff Meeting

- **Objectives**
  - **Understand the Needs of ADE and the Purpose for Collecting Student Data Through AELAS**
  - **Obtain Key Background Information**
  - **Meet with Various Program Offices and Other Groups to Establish the Parameters of the Project**
  - **Obtain Access to Needed Documents and Contact Information for Potential Interviewees**

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Components of the Meeting

- **Executive Session – High-Level Overview**
- **ADE IT Leadership – To Learn about Technical Aspects of AELAS**
- **Project Management – About the Conduct of the Project**
  - **Access to Documents**
  - **Review of Potential Interviewees**
  - **Contacts and Scheduling**
- **ADE Business Office – Dealing with Business Procedures for the Project**

Document Analysis

- **Review of Key Documents to be Identified by DOA and ADE, Including:**
    - **A.R.S 15-249 and Associated Legislation**
    - **WestEd Information Technology Study**
    - **Data Governance Commission Meeting Minutes and Budget Requests**
    - **Internal ADE Working Documents, Project Plans, Project Budgets, AELAS Accounting Systems**
    - **Internal Documentation Around Legacy Department Systems**
    - **Existing Internal IT Processes and Governance**
    - **AELAS Business Case**
    - **Department Executive Team's Effectiveness and Capabilities to Implement AELAS**
    - **Department's Conceptual Architecture**
    - **AZ Ready Meeting Minutes, Agendas, Materials, and Reports**
    - **Project Investment Justification Documents**

Interviews: In Person or Virtual; Individual or Focus Groups

- **To Include:**
    - **ADE IT Department Staff**
    - **Key Education Stakeholders**
    - **Learning Mate, Inc.**
    - **Executive Team Members**
    - **AZ Ready Council**
    - **IT Workgroup Members**
    - **LEA Superintendents and Chief Technology Officers**
    - **ADOA – Strategic Enterprise Technology Office Staff**
    - **Joint Legislative Budget Committee Staff**
    - **Governor's Office of Education Innovation**

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Additional Reviews

- **IT Management, Doman, Operations, Program Management, and Project Management**
- **AELAS Implementation Technology Roadmap, Integration Strategy, Transition Plan, Sustainability Plan, Communication Plan, Adoption Plan, Business Justification**
- **Proposed Costs**
- **Proposed Architecture**
- **Proposed Techniques for Capture, Validation, Storage, Protection, and Reporting of Longitudinal Student Level Data**
- **Proposed Techniques for Incorporation of Student Accountability Information System**
- **Accessibility to Stakeholders**
- **Risk Assessment**
- **Viability of Implementation Plan**

Analytic Approach

- **Mixed Methods – Qualitative and Quantitative**
- **Comprehensive in Breadth and Depth**
- **Breadth – Quantitative Measures Designed to Gain Generalized Understanding of Organization's Programs and Services - Inventories and Surveys**
- **Depth – Variety of Qualitative Methods that Include Focus Groups, Interviews with Key Stakeholders, Document Review, Site Visits. – Semi-structured, Role-based Interview Protocols; Scoring Rubrics for Document Analyses**

Draft Report

- **Prepare Draft Report**
- **Review by WestEd's Communication Department**
- **Deliver Draft Report**
- **Proposed Contents of Report**
  - **Purpose**
  - **Analytic Procedures – Building on CELT Methods**
  - **Report of Findings from Documents and Interviews**
  - **Analysis of Results, Gaps, and Successes**

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Meeting to Discuss Feedback of Report

- **Mandinach and Rozzelle, will Meet with Key Stakeholders to Discuss Feedback on the Draft Report**

- **Mandinach and Rozzelle will Address Questions as Needed**

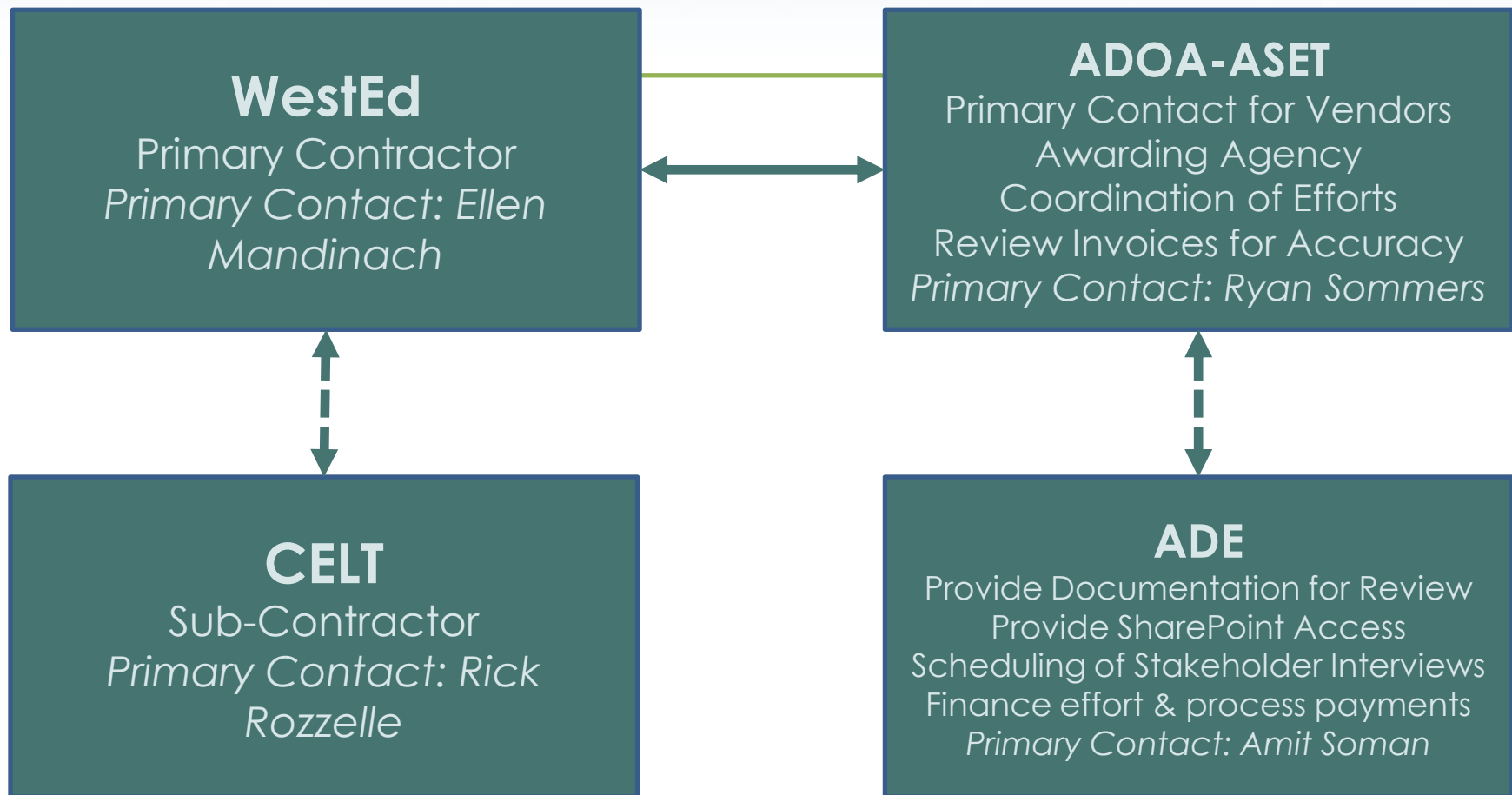- **Reach Agreement on Revisions to be Made to the Draft Report**

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Delivery of Final Report

- **Provide the Final Report in Hardcopy and Electronic Formats**

- **Reviewed for Style and Language by WestEd's Communications Department**

Proposed Timeline

- **Kickoff Meeting – April 24**

- **Document Review and Interviews; Analyses – End of June**

- **Draft Report –July 18**

- **Review of Draft Report – July 25**

- **Delivery of Final Report – July 29**

ADE Assessment Contract - Roles

WestEd
Primary Contractor
Primary Contact: Ellen Mandinach

ADOA-ASET
Primary Contact for Vendors
Awarding Agency
Coordination of Efforts
Review Invoices for Accuracy
Primary Contact: Ryan Sommers

CELT
Sub-Contractor
Primary Contact: Rick Rozzelle

ADE
Provide Documentation for Review
Provide SharePoint Access
Scheduling of Stakeholder Interviews
Finance effort & process payments
Primary Contact: Amit Soman

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Questions, Feedback, and Concerns?

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Contact Information

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